



PUBLIC MEETING TO DISCUSS COMMUNITY RESOURCE HUBS

Sarah Huang, Joseph Dickerson, Annie Decker, Andrew Hoskins, Peggy Diaz
Department of Energy & Environmental Protection
November 7, 2024

Ground Rules

Please keep your mic muted unless you are called on to speak.

Put clarifying questions on the presentation in the Q&A. We will attempt to respond either in the Q&A or at the end of the presentation.

The chat is public record. If you feel more comfortable submitting your comment there, please do so. Please make sure the message is sent to everyone as direct messages may not be saved.

If the meeting is disrupted, we will first attempt to remove the disruptive participant. If we have to stop the meeting, please rejoin using your original Zoom link.

Public Comment Logistics

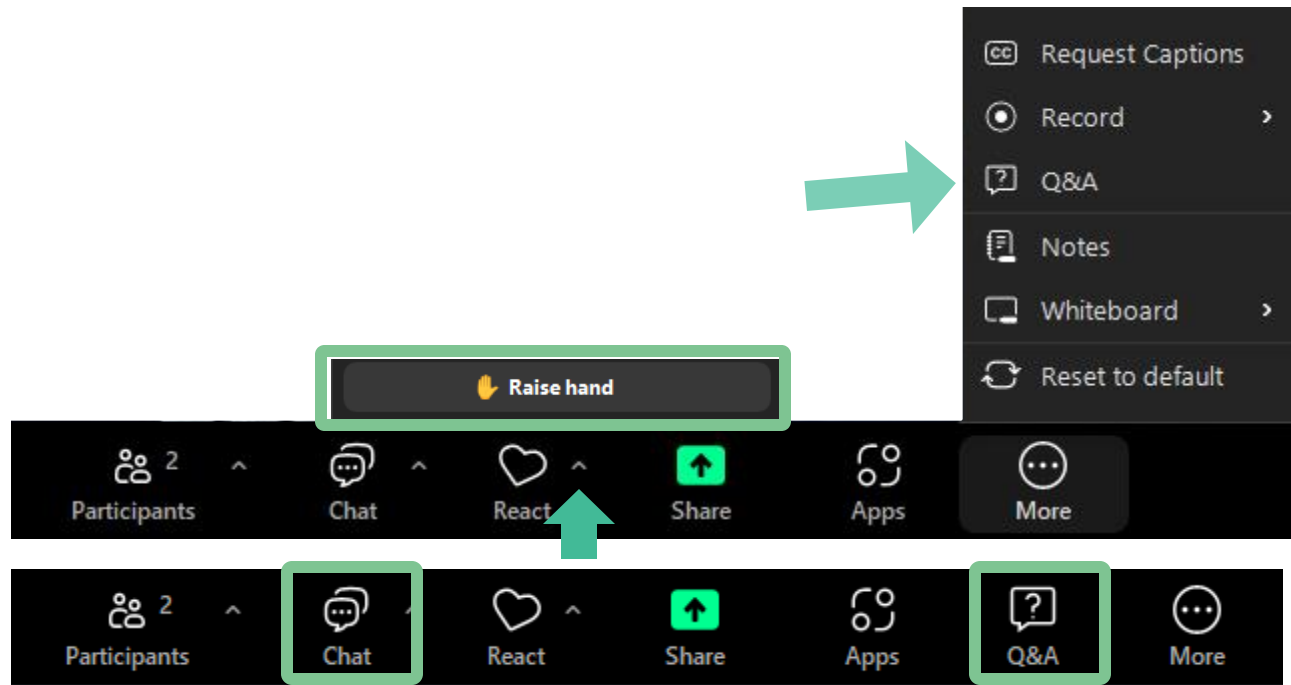
Please use the "Raise Hand" feature to make a public comment. You will be called in order of hands raised.

Speakers will have 3 minutes. If you want to make another point or expand upon something you heard, you can sign up again via DM and we will add you to the list for another 3 minutes.

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DEEP is also accepting written comments emailed to deep.ej@ct.gov (see public notice for directions).

Welcome & Engagement Guidelines



Public Input Period

- Raise your hand and wait to be acknowledged
- State your name and affiliation/organization
- You will have 3 minutes for your comment

- Please mute your microphone
- Use the chat throughout the meeting and use Q&A for questions
- Meeting is being recorded and will be available afterwards

Meeting Agenda

- Overview of Community Resource Hub
- Overview of Draft Request for Qualifications
 - Scope of Services
 - Eligibility and Partnerships
 - Funding and Contracts
 - Submission and Evaluation
- Q&A and Public Comments
- Next Steps



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Overview of Community Resource Hub

Community Resource Hubs

What is a Community Resource Hub?

- CT-based organization or team of organizations who will facilitate community access to environmental & energy-related resources, programs, education, & funding opportunities

Why did we develop this initiative?

- Environmental justice communities can often experience burdens of elevated levels of air pollution, unaffordable energy costs, limited access to outdoor recreation, and greater risk of climate change impacts.
- Expanding DEEP's existing engagement efforts through community-based partnerships to strengthen program and resource outreach

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Overview of Draft Request for Qualifications (RFQ)

What Will Hubs provide?

Scope of Services

1. Facilitate community input on DEEP Policy and Program Design
 - Work with community leaders and DEEP staff to identify programs that are a priority to the community and DEEP
 - Example – CT Siting Council Draft Study
2. Increase community access to state and federal grants and financial assistance programs
 - Assist in identifying where greater grant funded-programs or purchase incentives are needed.
 - Example – hold funding application workshops

What Will Hubs provide?

Scope of Services, continued

3. Facilitate education programs and informational awareness
 - Example - Assist residents with information about low-income discount utility rates
 - Example – Host clean energy workshops
4. Facilitate community access to and participation in DEEP events and opportunities
 - Example – Arrange a ParkConneCT pick-up location to bring families to state parks

What Will Hubs provide?

Scope of Services, continued

5. Facilitate community participation in workforce development and business creation opportunities
 - Example – Facilitate local work teams as seasonal DEEP employees in state parks.

Discussion Questions:

- Are there any changes that you would recommend to this list?
- What questions do you have about expectations of services?

Organizational Eligibility and Partnerships

Who is eligible to apply?

- Connecticut-based organization
 - Physically located in CT; within or near designated EJ communities they serve
- Can apply as sole entity or with partners

Organizational Eligibility and Partnerships

Eligible "lead" entities:

- Non-profit organizations
- Community action agencies
- State and/or federally recognized tribal government

Eligible "partner" entities:

- Non-profit organizations
- Community action agencies
- State and/or federally recognized tribal government
- Municipal representing entity
 - Neighborhood Revitalization Zone (NRZ)
- Regional entity
 - Council of Government (COG)
 - Regional planning agency or committee

Organizational Eligibility and Partnerships

What are other organizational expectations?

- Hub offices should be easily accessible, have internet and space for DEEP staff to work on site
- Hubs must be able to easily convene groups of people (either in own building or other arrangements)
- Open to public Monday – Friday, 9:00-5:00 PM, and occasional weekends and evenings
- Retain sufficient number of qualified staff or subcontractors
- Maintain own computer hardware, software, adequate data protection, internet capacity, email addresses

Organizational Eligibility and Partnerships

Discussion Questions:

- Does the list of eligible lead and partner organizations match the capacity and capability of potential respondents?
 - What would help organizations be able to provide the scope of services?
- Are there any concerns with the eligible entities that could or should be eligible to apply?

How Will Hubs Be Compensated?

Funding and Contract Structure

Hubs may receive 2 types of funding under a contract:

1 Base Funding

- Covers operational costs
- Examples: staffing, equipment, occupancy, indirect costs to maintain general operations and support base level of services
- Amount: dependent on scope of services and organizational capacity

2 Service-Based Funding

- Covers costs for specific services
- May cover technical support, conducting community outreach, providing assistance with federal grant applications
- Amount: dependent on specific service

Current Funding Available: 1-2 Hubs

How Do I Apply?

Submission & Evaluation Criteria

Submission of:

- Concept Questions + Budget Proposal (12 Questions)
 - Workforce Analysis (Fill out and Return)
 - Statement of Assurances (Sign and Return)
 - Respondent Certification (Sign and Return)
-
- Proposals will be submitted via Email

How Do I Apply?

Submission & Evaluation Criteria Cont'd

Budget Proposal (Question #12) should include:

1. Base Funding
2. Service-based Funding
 - Costs per public meeting/event (including staff, venue, materials)
 - Outreach and community costs (including marketing materials)
 - Costs for technical assistance (including equipment, support for grant applications)
 - Hourly rates for project personnel by title (including facilitators, project managers)

Indicate any assumptions made in developing the budget and utilize real costs where possible

How Will Applicants Be Evaluated?

- **Service Expectations (50 Points Total)**

- Experience facilitating feedback on program design
- Experience increasing community access to grants or programs
- Experience within DEEP's programmatic areas
- Experience conducting outreach and engagement
- Experience with workforce development

- **Organizational Operations (25 Points Total)**

- Strong relationships with community
- Organizational workforce reflect community
- Organization's location(s)
- Partner entities

DEEP's Program Areas:

- *climate resilience*
- *energy assistance*
- *environmental conservation*
- *environmental quality*
- *land conservation*
- *outdoor recreation*

How Will Applicants Be Evaluated? Cont'd

- Financial Responsibility (15 Points Total)
 - Experience managing public funding (e.g., State and federal grants, negotiating contracts, implementing grant-funded programs, handling compliance for grants, loans, etc)
 - Fiscal Responsibility and Financial Strength (e.g., sources of debt and equity, bookkeeping practices, recent audited financial statement)
- Budget Proposal (10 Points Total)
 - Clarity of pricing structure
 - Cost-effectiveness
 - Pricing structure should be adaptable to different projects and community needs

How Will Applicants Be Evaluated?

Discussion Questions:

- What should DEEP prioritize or consider when weighing sites for establishing a Hub that might have similar services and are located in the same EJ community?
 - Physical accessibility, proximity to community, office hours, meeting space, other factors?

Timeline for RFQ Submissions

RFQ Released	Dec 5, 2024	} 2 weeks
RFQ Question and Answer Session	Dec 19, 2024 9:00am – 10:30am and 6:00pm-7:30pm	
RFQ Questions Due	Jan 9, 2025 at 3:00pm	} 3 weeks
RFQ Questions and Answers Posted	Jan 16, 2025	
RFQ Final Deadline	Jan 30, 2025 at 3:00pm	} 1 week
		} 2 weeks

A stylized, colorful landscape illustration. At the top right, a bright yellow sun is partially visible. Below it, a large green hill with a dark blue outline dominates the middle section. The bottom of the image features a light blue area representing water, also outlined in dark blue. The overall style is simple and graphic.

Q&A and Public Comment

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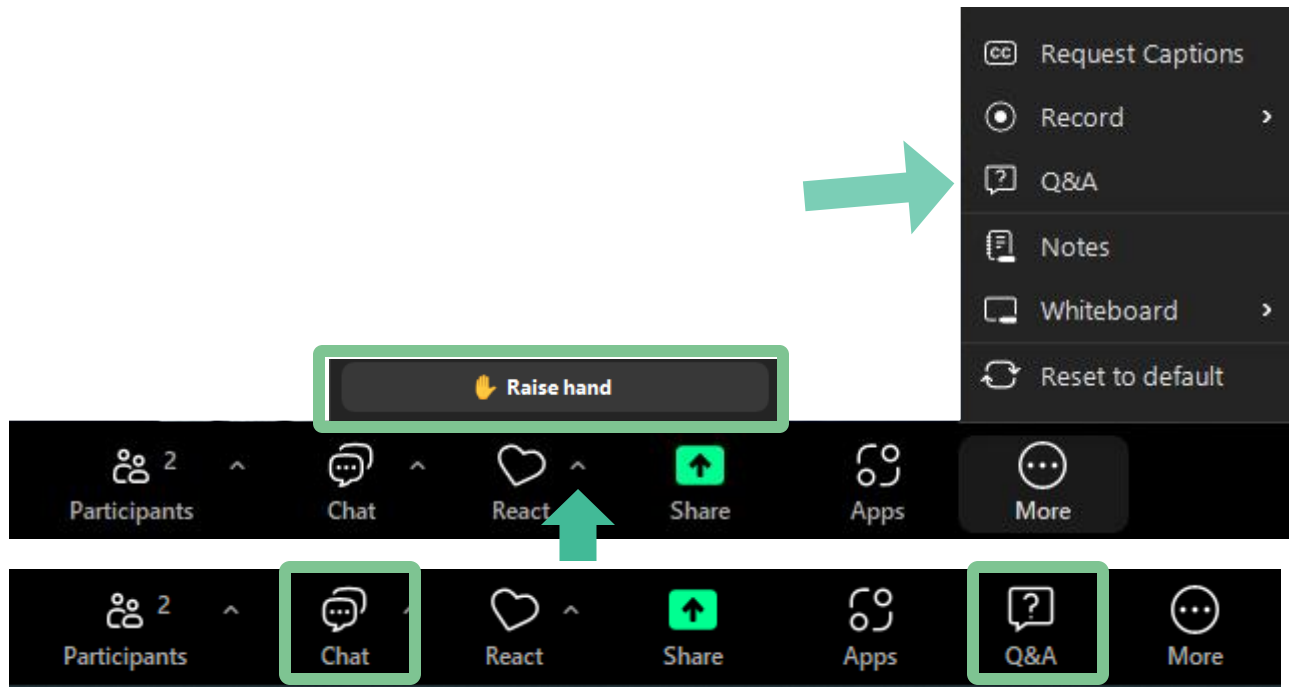
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Q&A and Public Comments



Public Comments

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- State your name and affiliation/organization
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Discussion Questions

- Are there any changes that you would recommend to this list of services?
- What questions do you have about expectations of services?
- Does the list of eligible lead and partner organizations match the capacity and capability of potential respondents?
- What would help organizations be able to provide the scope of services?
- Are there any concerns with the eligible entities that could or should be eligible to apply?
- What should DEEP prioritize or consider when weighing sites for establishing a Hub that might have similar services and are located in the same EJ community?
Physical accessibility, proximity to community, office hours, meeting space, other factors?
- How should DEEP measure the success of a Hub? (e.g., project reviews, surveys, attendance logs) Are there other metrics that could be utilized?

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Next Steps

Next Steps

Comments on the Draft RFQ are due Monday Nov. 18

Send comments by email to deep.ej@ct.gov

Join Office Hours Next Week (Nov. 12-15; 12-1PM)

1. Tues, 11/12 12-1pm – Scope of Services
2. Wed, 11/13 12-1pm – Funding and Contracts
3. Thurs, 11/14 12-1pm – Eligibility and Partnerships
4. Fri, 11/15 12-1pm – Submissions and Evaluations

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Thank you